



HOUSING POLICY
DEVELOPMENT, HCD

DEC 21 2009

Redevelopment Department
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December 21, 2009

Anda Draghici
Department of Housing & Community Development
Housing Policy Division
1800 3rd Street, Room 430
Sacramento, CA 95814

Re: City of Upland Annual Progress Report of Implementation of the Housing
Element

Dear Ms. Draghici:

Enclosed you will find two (2) copies of the City of Upland's Annual Progress
Report on Implementation of the Housing Element.

If you have any questions, please contact me at (909) 931-4146.

Sincerely,

Liz Chavez
Housing Manager

CITY OF UPLAND

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Mayor John "JP" Pomierski • Mayor Pro Tem Brendan Brandt • Council Members: Ray Musser, Tom Thomas, Kenneth W. Willis • City Manager Robb Quincey

**Annual Progress Report
On Implementation of the Housing Element
General Plan Report requirement pursuant to
Section 65400 of the Government Code**

Government Code Section 65400(b)(1) mandates that all cities and counties submit to their legislative bodies an annual report on the status of the general plan and progress in its implementation (the "Progress Report"). Only charter cities are exempt from the requirement to prepare Progress Reports, pursuant to Government Code Section 65700. However, a charter city may have elected to include the annual progress report as one of its goals and objectives in their most recent element. A copy of this Progress Report must also be sent to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

Jurisdiction: City of Upland, California

**Address: 460 N. Euclid Avenue
Upland, California 91786**

**Contact: Liz Chavez
Title: Housing Manager
Phone: 909 931-4146
E-mail: lchavez@ci.upland.ca.us**

Report Period: July 1, 2008 to: June 30, 2009

A. Progress in meeting Regional Housing Need.

1. Total number of new housing permits issued

Residential Dwelling Units Type of Units	Fiscal Years							Total
	2002	2003	2004	2005	2006	2007	2008	
One-Family Houses Detached	86	167	210	467	69	26	61	1
One-Family Houses Attached	0	0	0	0	0	0	0	0
								1087
								0

Two-Family Buildings	0	0	0	0	0	0	0	0	0
3 or 4 Family Buildings	0	2	207	399	13	0	448	0	1069
5 or more Family Buildings	0	0	0	0	0	0	0	0	0
Total Houses	86	169	417	866	82	26	509	1	2156

Source: Upland Building Department

2. Describe the affordability, by income level, of new units including the number of deed restricted affordable housing unit.

Type	Number of New Housing Permits Issued by Income Range			
	Very Low Income	Low Income	Moderate Income	Above Moderate Income
Single Family	0	0	0	62
Duplex	0	0	0	0
Multifamily	0	0	0	448
Mobile Home	0	0	0	0

3. Compare units added to regional housing need allocation by income category (very low, lower, moderate, and above moderate).

Income Group	RHNA (Numbers during Planning Period)	New Construction Units Permitted During Planning Period (2002 thru 2007)	New Construction Units Permitted During FY 2008-9 Reporting Period	Remaining New Construction Needed
Very Low	435	0	0	435
Low	326	0	0	326
Moderate	419	0	1	418
Above Moderate	1170	1647	0	0
Totals				

B. The effectiveness of the housing element in attainment of the community's housing goals and objectives.

The following provides a program-by-program status report relative to implementation schedule from each program in the existing housing element: In July 2009, the Housing Element was updated and adopted by the City. The programs and objectives were reevaluated based upon current and projected housing needs from January 1, 2008 to June 30, 2014. This report will focus upon the programs and objectives from the previous Housing Element. However, the annual report will also describe the programs and objectives of the new Housing Element and how they compare to the previous Housing Element. The objectives from the 2008-2014 Housing Element will provide the benchmark to be used in future annual housing element reports.

1. Goal/Objective: To assist in the development of adequate housing to meet City's fair share of the regions housing needs for economic segments of the population including the low and moderate income households.

Program	Original Implementation Date	Progress 1998-2008 Housing Element	2008-2014 Housing Program Objectives
Affordable Housing Incentives Program	2005-2010	The previously certified Housing Element identifies 315 units to be created or 45 units annually under this program through the year 2005. The Consolidated Plan establishes a five-year goal of 80 units. To date, the Affordable Housing Incentives Program has benefited approximately 44 units in 11 apartment complexes. At least one more apartment complex will be acquired during the next fiscal year.	During the last ten years, the escalated housing prices have made affordable housing costly and require substantial subsidies. Development of affordable housing continues to be critical to the well being of the community. Therefore, this program is included in the 2008-14 Housing Element.
Senior Housing	2005-2010	The City staff has been assisting Upland Community Housing, Inc. with the application for the development of a 72 unit assisted living project being developed in the Town Center Area Project Area. Upland Community Housing, Inc. (UCHI) has applied for 9% tax credits and anticipated an award in September 2009. However, this award has been delayed. The application for building	While the City did not develop senior housing during the reporting year, the City continues to offer density bonuses and other incentives to encourage senior housing.

			permits for the project has been submitted to the Building Department. Construction is now scheduled to begin in December 2009. Therefore, no new units were developed in the current reporting period.	
Infill Housing Program- Vacant Sites Town Center Area or along Foothill Boulevard or in any of the Redevelopment areas.	2005-2010		The five-year goal for this program is approximately 72 dwelling units. The City has chosen a developer to construct 7-9 affordable single-family dwelling units. A builder, Western Pacific Homes, is preparing to construct 46 single-family townhomes. This is now scheduled to be completed during FY 2009-10.	Identify and acquire, as funding permits, sites that are suitable for infill housing development, provide sites to qualified nonprofit developers for affordable housing development.
General Plan Implementation – Utilization of creative planning concepts such as Specific Plans and mixed-use developments.	Ongoing		The City has begun the update to the General Plan. The Housing Element was completed and adopted in July 2009. It is anticipated that the General Plan Update will be completed in Fiscal Year 2010. The City has also begun the Downtown Specific Plan. It is anticipated that the Specific Plan will be completed in June 2010.	The General Plan is scheduled to be completed by December 2010. The Final Document may incorporate amendments to the adopted 2008-14 Housing Element to assure consistency and conformity. The Downtown Specific Plan is expected to be completed in June 2010.
Second Units-Granny Flats 2001 Ordinance Revision	2005-2010		The Upland Community Development Department is continuing to work on developing this ordinance.	The Upland Community Development Department is continuing to work on developing this ordinance.
General Plan Implementation- Evaluate existing policies to assure that represent unjustified constraints to the development, maintenance and improvement of housing	Ongoing		The Upland Community Development Department is preparing an update to the General Plan. This project was initiated in FY 2008 and is scheduled to be completed during FY 2010.	In addition to the General Plan Update, the Community Development Department will be reviewing the Zoning Ordinance for consistency with both the General Plan and the Housing Element.
Lease to Own Program	2005-2010		During the planning period the City continued participation this program sponsored by the California Housing Opportunities Agency (CHOA). Private financing was anticipated to be obtained through various lending institutions in the amount of \$30 Million for the Upland, Rancho Cucamonga and San Bernardino Region. Because of market conditions, this program's financing ended as of September 2008. Therefore, no loans were	The Lease to Own Program has not been successful and has many unresolved legal and financial issues. As a result, this program was not included in the 2008-14 Housing Element.

First Time Homebuyer's Program (Lease Purchase Plus Program)	2005-10	provided in Upland. The General Plan Objective is to provide 100 loans to low and moderate-income families. As of June 30, 2009, City has provided 13 first time homebuyers with a loan utilizing the First Time Home Buyer's Program.	The City will continue to offer homeownership assistance to low and moderate-income households. This program is included in the 2008 Housing Element. In addition, the City will expand homeownership opportunities by offering foreclosure prevention, neighborhood stabilization, and purchase of foreclosed homes.
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Goal 2: To conserve and improve the condition of the existing housing stock, especially affordable housing.

Program	Original Implementation Date	Progress 1998-2008 Housing Element	2008-2014 Housing Program Objectives
Single Family Rehabilitation Program/ Housing Improvement Program – this program improves the condition of owner-occupied low-income units with a zero to 3 per-cent deferred loan. The Upland Paint Pride Program Provides grants up to \$5000 for exterior painting.	2005-2010	The Housing Element Objective is 120 units. The Consolidated Plan's five-year goal is 30 homeowners to be assisted. A total of 5 homeowners have been assisted through June 30, 2009. In addition, during the FY 2008-2009, the Upland Pride Paint Program provided assistance to 24 units.	Continue to provide HIP loans to qualified low and moderate-income homeowners. Disseminate information to homeowners regarding rehabilitation standards and the HIP Program. Improve 10 units annually. The Upland Pride Paint Program (UPP) should provide assistance to 20 units annually.
Rental Acquisition /Rehabilitation Program (RARP)	2005-2010	The Housing Element Objective for this program is 164 units. The Consolidated Plan's five-year goal is 80 units. The City of Upland assisted with two loans to acquire four four-unit apartment complexes located on Diamond Ct. and one four unit apartment complex on West 9 th St. All twenty units are reserved for low and moderate income occupants. To date, the achievement has been 44 units.	Continue to provide RARP loans to qualified landlords and property owners. Disseminate information to landlords and property owners regarding rehabilitation standards and the RARP Program. Acquire or rehabilitate 8 housing units annually.

Emergency Repairs Grant Program Provides grants up to \$5000 to improve basic safety conditions.	2005-2010	This program was funded with \$122,407 RDA set aside funds. The five-year Housing Element Goal estimated up to 100 very low-income units to be assisted. The five-year goal of the Consolidated Plan is 80 units. The 4 th year actual is 24 units. The year- to- date achievement for this program is 86 units.	Continue to provide ERP grants to qualified homeowners. Disseminate information to landlords and property owners regarding rehabilitation standards and the ERP Program. Rehabilitate 25 housing units annually.
Preservation of At Risk Units	2000-2010	The Housing Element objective is to preserve 16 very-low income units. The five-year goal is to preserve 5 very-low income units. The City has prepared an inventory of units eligible to convert to market rate during the next ten years. The City has been working with apartment owners with the objective of preserving at least one unit during the fiscal year. In FY 2009 no units were preserved.	Continue to monitor status of at-risk units annually by maintaining contact with the property owners and HUD Multi-Family Housing division. Solicit interest of non-profit housing developers to acquire and preserve at-risk units. Pursue Section 8 Vouchers to be reserved for very-low income households displaced by expiration of Section 8 assistance.
Code Enforcement Program	Ongoing	The Police Department under the Code enforcement program has served 3389 locations during the fiscal year.	Continue to fund the Code Enforcement Officers of the Upland Police Department's Impact Team.
Graffiti Removal Program	Ongoing	The Police Department has served 1028 locations during the past fiscal year.	Continue to fund the Code Enforcement Officers of the Upland Police Department's Impact Team. Continue to provide graffiti removal services to residents in the southeast and south west quadrants of the City.
Capital Improvement Program	Ongoing	The City has continued to provide needed public improvements such as: parking lot safety improvements, street lighting, street/ sidewalk improvements, and water and sewer service improvements.	Continue to provide needed public improvements such as: parking lot safety improvements, street lighting, street/ sidewalk improvements, and water and sewer service improvements
RENU – Reviving and Enhancing Neighborhoods in Upland	Ongoing	During FY 2009, 8 property owners were assisted with exterior improvements that assisted a total of 13 units.	Continue to provide RENU grants to qualified property owners. Disseminate Information to property owners regarding the program. Improve 40 housing units annually.

Community Development Block Grant Program	Ongoing	CDBG Funds have been continually used to carryout the goals and strategies of the Housing Element.	Continue to use CDBG Funds to carryout the goals and strategies of the Housing Element.
Five-Star Rental Recognition Program:	2005-2010	In FY 2009, 5 Rental Properties qualified for this program: Sunset Ridge and the Village Apartments, Pebble Grove, Portifino on the Park, and Highland Hills.	Continue to support the Five Star Rental Recognition Program.
Zoning Code Implementation – Condominium Conversion Ordinance to include provisions for low to moderate-income buyers.	2008-2014	The Upland Community Development Department is continuing to work on developing this ordinance.	The 2008-2014 encourages amendments to the Zoning Ordinance that will address the following: Residential Care Facilities, Emergency Shelters, Transitional and Supportive Housing, Single Room Occupancy (SRO), Definition of Family.

Goal 3: To promote housing opportunities for all persons; regardless of race, age, religion, sex, marital status, ancestry, national origin, or color and to conserve the existing affordable housing stock

Program	Original Implementation Date	Progress 1998-2008 Housing Element	2008-2014 Housing Program Objectives
Fair Housing Program	Ongoing	Funding has been provided for from the City's CDBG Program. The five-year goal is to provide Landlord/Tenant Mediation for 3675 persons and Fair Housing assistance to 775 persons. It is estimated that through FY 2009, 4306 persons have been assisted under the Landlord/Tenant Mediation and 454 under the Fair Housing Assistance Program.	Continue to promote fair housing practices and provide educational information of fair housing to the public at public counters and on the City's website. Refer fair housing complaints to the Inland Fair Housing and Mediation Board.
Building Code enforcement: To enforce Building Code Provisions requiring accessible design and ADA Compliance	Ongoing	The City is enforcing current State Laws on accessibility for disabled persons. This past year accessibility improvements have been made to areas identified in the Capital Improvements Plan and included public facilities, curb cuts, playgrounds and parking stalls.	Continue to enforce current State Laws on accessibility for disabled persons.
Community Reinvestment Act Program	Ongoing	The City continues to review and negotiate lending practice activities under the Community Reinvestment Act (CRA) goals and Home Mortgage Disclosure Act (HMDA). During FY 2009,	Continue to review and negotiate lending practice activities under the Community Reinvestment Act (CRA) goals and Home Mortgage Disclosure Act (HMDA).

		Upland contracted with the Inland Fair Housing and Mediation Board to review lending practices of three Upland lenders and three lenders chosen by the County of San Bernardino.	
Goal 4.1: Assist low-income persons in obtaining financial aid.			
Program	Original Implementation Date	Progress 1998-2008 Housing Element	2008-2014 Housing Program Objectives
Section 8 Rental Assistance Program (Vouchers), and Family Self-Sufficiency Program	Ongoing	The Housing Element Objective was 579 very low-income households. Through June 30, 2009, this program served approximately 2,804 households; Forty-eight (48) households were served through the Family Self-Sufficiency Program.	Continue to participate in the Section 8 Housing Choice Program. Disseminate information to the public regarding the Section 8 Program and promote participation by rental property owners. Provide Section 8 Vouchers to 580 Households annually. Assist 12 households annually through the Family Self-Sufficiency Program.
Mobile Home Rent Control Program	Ongoing	The Redevelopment Department continued to receive numerous inquiries regarding the Mobile Home Rent Control Ordinance. In addition, the Redevelopment Department continued work on an amendment to the existing ordinance.	Continue to enforce the Mobile Home Rent Control Ordinance. Disseminate information mobile home park residents and owner regarding the Mobile Home Rent Ordinance.
Bond Administration	2005-2010	This program provides for annual monitoring of all bond-financed projects to verify compliance with affordability covenants.	The City of Upland retains Urban Futures Inc. to monitor the affordability restrictions in agreement with Bond Documents. Since this is a funding source rather than a housing program, the 2008-14 Housing Element removes this as a housing program.

Goal 4.2: Assist persons in need of temporary housing in obtaining short-term accommodations.			
Program	Original Implementation Date	Progress 1998-2008 Housing Element	2008-2014 Housing Program Objectives
Homeless Transitional Shelter/Emergency Shelter Voucher Program	2005-2010	The Foothill Family Shelter continued to use the CDBG funds to provide 120 days of shelter and support for homeless families with children. The 4 th year actual was 10 families served. The year- to- date achievement for the program is assistance to 23,935 persons.	This program has assisted over 75,000 persons since 2000. The City will continue to utilize Redevelopment Housing Set-Aside funds to assist the homeless.
Goal 5: Reduce residential energy use within the City			
Program	Original Implementation Date	Progress 1998-2008 Housing Element	2008-2014 Housing Program Objectives
Home Weatherization Program	Ongoing	The General Plan Housing Element Objective is assistance to 50 units or 10 per year. The County of San Bernardino operates this program.	This program will be continued and included in the new Housing Element.
General Plan Implementation Program-Encourage Energy Conservation features in Residential construction and remodeling	2005-2010	The City requires conformance with the UBC and Title 24 requirements. Literature is provided to the public with guidelines and information for energy conservation for the homeowner and the building contractor.	The City will continue to encourage energy conservation. In addition, as part of the General Plan update, the City will incorporate policies and measures to encourage energy conservation, including the promotion of mixed use/sustainable development.

2. Assess effectiveness of actions and outcomes.

While the above programs have not created newly constructed housing units, covenants have been implemented that have designated 72 units of affordable housing. Of these units, 29 are for very low-income families, 43 units are for low-income families and moderate-income families. Another project, KPI-Schwartz is currently in the design stage for 188 Single Family Units to be located on 17 acres near the Metrolink Station. The Coy Estes II project will create 71 very low-income units and 1 low-income unit. The City's strives to meet the Housing Element objectives. However, because

of the built-out nature of the City, limited vacant land, and the poor economy, the construction of new projects have been difficult to achieve.

In July 2009, the City updated its Housing Element. The Update to the General Plan is in process and scheduled for completion by the end of 2010. Future Annual Housing reports will be based upon the goals and objectives of the 2008-2014 Housing Element and the Updated General Plan.

C. Progress toward mitigating governmental constraints identified in the housing element.

Identified Constraint	Mitigation Progress 1998-2008 Housing Element	Mitigation 2008-2014 Housing Program Objectives
<p>Upland General Plan- The various land use designations in the existing General Plan allows for a diversity of housing opportunities and densities. However as the City approaches build-out, the distribution of land in the higher density designations may not be sufficient to accommodate the housing need.</p>	<p>The City encourages the redevelopment of under-utilized property where the density is lower than that allowed by the General Plan. In commercial areas, such as the Town Center and Foothill Boulevard, housing development is being encouraged through the Planned Residential Development (PRD) process. In addition, the City considers lot consolidation, fast track processing and development code waivers for low or moderate-income projects. In FY 2008, the City initiated an update to the General Plan, and this is expected to be completed during 2010.</p>	
<p>Zoning Code – Generally the Zoning Code provides minimal constraints on the development of low or moderate-income housing projects. However, the Housing Element identifies several concerns regarding the residential parking requirements. The requirement for Studio Apartments is 2 spaces per unit plus .5 space for guests. This is considered excessive. Also, the Housing Element notes that the shared parking provisions in commercial areas adjacent to residential projects are not being implemented. This could result in higher construction costs.</p>	<p>The City is in the process of preparing a density bonus ordinance in compliance with the recent state laws. This will provide revised parking standards for low or moderate-income housing projects. As a part of proposed project in the Town Center Area and Foothill Boulevard, the City is considering shared parking opportunities.</p>	<p>The 2008-2014 encourages amendments to the Zoning Ordinance that will address the following: Residential Care Facilities, Emergency Shelters, Transitional and Supportive Housing, Single Room Occupancy (SRO), Definition of Family, Density Bonus Provisions, and Parking Revisions.</p>
<p>Accessory Dwelling Units –The Housing Element outlines the City's requirements and</p>	<p>The Community Development Department is in the process of revising its Accessory (Second)</p>	<p>This work will continue and is included in the new Housing Element.</p>

standards for permitting Accessory Dwelling Units or "Granny Flats". While no specific requirement was indicated as an unnecessary "constraint", a program to reduce application fees and reduce development standards may make the program more attractive to property owners.	Dwelling Unit ordinance and will consider options to make the option more convenient and attractive to property owners. Consideration will also be given to allow the approval of a second unit for qualifying senior citizens without a conditional use permit.	
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D. Any other housing related ordinances or actions by the City Council/Board of Supervisors that would affect the housing element.

The City initiated a comprehensive update of the Upland General Plan during FY 2008. The update to the Housing Element was also initiated in FY 2008 and was completed in July 2009.